

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814
(916) 323-0270



July 1, 1982

ALL-COUNTY LETTER NO. 82-63

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY AUDITORS
ALL COUNTY ADMINISTRATIVE SERVICE OFFICERS

SUBJECT: COUNTY WELFARE ADMINISTRATIVE EXPENSE CLAIM

REFERENCE:

This is to provide claiming instructions for the April-June 1982 quarter. Included are instructions related to: Foster Care Information System - Phase II, Refugee Resettlement/Cuban/Haitian - General Relief, Welfare Fraud, Health - Related Transportation, Reduction of U.S. Postal Service Issuance Costs, A87 (FMC 74-4) Audit Adjustments, Food Stamp Administrative Hearings and Unaccompanied Minors for the Refugee Resettlement and Cuban/Haitian Entrant Programs.

The following forms are to be used for the April-June 1982 quarter claim and are being forwarded to counties separately:

<u>FORM</u>	<u>REVISION DATE</u>	<u>FORM</u>	<u>REVISION DATE</u>
DFA 325.1	10/81	DFA 327.8	4/82
DFA 325.1a	7/81	DFA 827.8A	4/82
DFA 325.2	7/81	DFA 327.8B	4/82
DFA 325.3	10/81	DFA 327.8C	4/82
DFA 325.4	1/81	DFA 403	7/81
DFA 327.1	4/82	DFA 50	7/79
DFA 327.2	4/82	DFA 419	7/81
DFA 327.3	4/82	DFA 394	10/81
DFA 327.4	1/82	DFA 43	4/82
DFA 327.5	10/81	DFA 46	4/82
DFA 327.6	4/82	DFA 47	4/82
DFA 327.7	4/82	DFA 323	4/82
		DFA 856	4/82

Foster Care Information System (FCIS) - Phase II

As outlined in All-County Letter (ACL) 82-30, dated March 31, 1982, effective with the April-June 1982 quarter, the administrative claim has been revised to include FCIS - Phase II.

Refugee Resettlement/Cuban Haitian - General Relief

ACL 82-24 and 82-26 notified counties of regulation changes (45 CFR, Parts 400 and 401) for time-eligible refugees and entrants. Therefore, effective with the April-June 1982 quarter, the administrative claim has been modified. This change was done to provide a mechanism for counties who wished to claim for federal reimbursement for General Assistance benefits provided to refugees/entrants during their second 18 months of residency in the United States.

Welfare Fraud

As a result of federal concerns relative to the charging of welfare fraud costs to the nonfederal AFDC Programs, effective with the April - June 1982 quarter, the administrative claim has been revised as follows:

The DFA 327.3, parts A and B, have been modified to accommodate the separate identification of nonfederal AFDC and joint nonfederal AFDC/Food Stamp cases.

Additionally, the nonfederal instructions in Column 2 of the DFA 327.7 have been changed to include those nonfederal welfare fraud activities eligible for State reimbursement.

For specific instructions and definitions on nonfederal/federal-AFDC cases and nonfederal/federal-joint Food Stamp AFDC cases, refer to ACL 82-30, dated March 31, 1982.

Health - Related Transportation

Counties were notified via Manual Letter Number 82-25, that Division 30, Section 051.1 has been amended to provide Medi-Cal recipients with health-related transportation when there exists an urgent need to obtain prompt medical treatment. "Urgent need" is defined in Section 30-052 of the amended regulations.

Effective April 1, 1982, counties may claim health-related transportation expenditures as an allowable service funded resource of the Information and Referral (I&R) Program. These costs, when claimed are to be identified on the DFA 325.3 as a Group III, A2, Direct Operating Cost of the I&R Program, Code B1.

However, as provided under the amended Section 30-054.3, please note that health-related transportation services under the I&R Program are available only through December 31, 1982.

Reduction of U.S. Postal Service Issuance Costs

All-County Information Notice I-44-82 notified counties of a reduction in over-the-counter food stamp issuance fees retroactive to October 1, 1981. Counties are instructed to offset any rebate given by the United States Postal Service against issuance costs on the DFA 325.2, Group III, Line B2, during the quarter in which the rebate is received.

Indirect Cost Allocation Plan Audit Adjustments (A87; FMC 74-4)

This is to remind counties that Cost Allocation Plans are audited periodically by the State Controller's (SCO), Division of Audits. The results of the audit are then shown as a line item on the current year cost plan exhibit. Prior year adjustments should not be offset against current year allocations but reported by use of prior period claims in accordance with All-County Letters 76-92 and 76-100.

Counties are advised to submit any related adjustment claims within six (6) months from the date of the approved negotiation agreement. If the adjustment is not reported within this period, the matter will be referred to the SCO, Welfare Program Audit Unit for appropriate action.

Food Stamp Administrative Hearings

ACL 82-30 notified counties that 75 percent FFP was available to reimburse County Welfare Departments for costs associated with Food Stamp Administrative Hearings. For those counties affected, time and costs should be clearly identified on the blank lines of the DFA 323, Eligibility and Nonservice Timestudy Summary, and the DFA 327.2, Eligibility and Nonservices Distribution Report. The total costs shown in Column 7 of the DFA 327.2 are then to be carried forward to the DFA 327.7, line F, and included in Column 1 with any Food Stamp Fraud related costs.

In order to complete Line G, Column 2 of the DFA 327.8B, the total Food Stamp Administrative Hearings costs shown on the DFA 327.2, Column 7 are to be combined with Food Stamp Welfare Fraud costs shown on the DFA 327.3, Part B, Line D, Column 3.

To complete the DFA 327.8C, Part 4, Line F2, Column 2 (EW and Sup) combine hours identified on the DFA 323, Line F2 with any Administrative Hearing hours, as appropriate.

Unaccompanied Minors - Refugee Resettlement and Cuban/Haitian Entrant Programs (RRP/CHEP)

Counties were informed in ACL 82-05 of changes in the reimbursement of administrative costs for social services provided to RRP/CHEP - unaccompanied minors. Any related time and costs are to be reported on the DFA 47, DFA 327.1, DFA 327.6 and summarized with the other RRP/CHEP costs on the DFA 327.8. Please refer to these pages of the claim for corrected footnote instructions.

Counties are reminded that although the social services mechanism is being used by this department for identification purposes, the reimbursement of these costs will be made against federal cash assistance/medical assistance rather than federal social services funds.

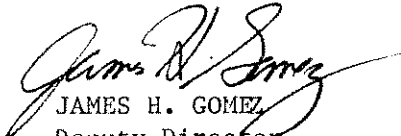
Claiming Form Changes

The changes are detailed below:

1. DFA 327.1 - Social Services Program Distribution adds a line for Foster Care Information System - Phase II (Line R).
2. DFA 327.2 - Eligibility and Nonservices Program Distribution adds a line for Refugee Resettlement Program, General Relief (Line K) and Cuban Haitian Entrant Program, General Relief (Line O).
3. DFA 327.3 - Welfare Fraud Time Summary, Function - Allocation Ratios and Cost Distribution, Parts A and B reflect changes for the charging of fraud costs to nonfederal AFDC and joint nonfederal AFDC/Food Stamp cases as provided for in ACL 82-30.
4. DFA 327.6 - Social Services Fund Distribution Report adds a line for Foster Care Information System - Phase II (Line R). Additionally, instructions are included in footnotes 1 and 15.
5. DFA 327.7 - Eligibility and Nonservices, Nonfederal Fund Distribution Report adds lines for the Refugee Resettlement and Cuban Haitian Entrant Programs - General Relief. In addition, instructions have been revised for the identification of HHS and NON-HHS Programs and footnote number 1.
6. DFA 327.8 - Total Expenditures Fund Distribution Report adds a line for Phase II of the Foster Care Information System (FCIS).
7. DFA 327-8A - Cost Distribution Report - Adds a line under Part 1 to identify nonfederal AFDC welfare fraud costs.
8. DFA 327.8B - NAFS Cost Distribution and Welfare Fraud Staff Distribution Report - Part 2 reflects footnote changes as a result of nonfederal AFDC welfare fraud identification.
9. DFA 327.8C - AFDC/NAFS EW and Staff Cost Distribution Report - Part 2 reflects a footnote revision.
10. DFA 47 - Social Services Time Study Summary and Program Allocations adds a line for Foster Care Information System Phase II.
11. DFA 323 - Eligibility Time Summary and Program Allocation Ratios adds a line each for Refugee Resettlement - General Relief and Cuban Haitian Entrant - General Relief.

12. DFA 856 - Welfare Fraud Time Study has been modified to include additional lines to separately identify time spent on nonfederal AFDC and joint nonfederal AFDC/Food Stamp cases.

All questions concerning this letter should be directed to the Fiscal Policy and Procedures Bureau at (916) 445-7046 or ATSS (8) 485-7046.


JAMES H. GOMEZ
Deputy Director
Administration

cc: CWDA